Safety Advisory Committee
March 6, 2015
1:30 – 3:00 PM

Minutes

Committee Member	Representing	Present
V. Potapenko, M. O. Leimer, J. Willen	Human Resources Advisors	X
Blodgett, Paul M.	Environment, Health and Safety Division	
Bluhm, Hendrik	Chemical Sciences Division	X
Chernowski, John	Facilities Division	X
Christensen, John N.	Earth Sciences Division	X
Dickerhoff, Darryl	Energy Technologies Area	
Franaszek, Stephen	Genomics Division	X
Giuntoli, Patricia	Computing Sciences Directorate	
Greiner, Leo	Nuclear Science Division	X
Haber, Carl	Physics Division	X
Martin, Michael C.	Advanced Light Source Division	
MacGowan, Elizabeth	Computing Sciences & Information Technology	X
Ravani, Shraddha	Life Sciences Division	X
Sauter, Nicholas	Physical Biosciences Division	X
Schmid, Andreas	Materials Sciences Division	X
Seidl, Peter	Accelerator Technology and Applied Physics Division; SAC Chair	X
Thomas, Patricia M.	Safety Advisory Committee Secretary	X
von der Lippe, Henrik	Engineering Division	X

Others Present: James Basore, Stephanie Collins, Julie Drotz, Jim Floyd, Michelle Flynn, Ellen Ford, Mary Gross, Mike Kritscher, Glenn Kubiak, Quang Le, Bob Mueller, Martin Neitzel, Andrew Peterson, Scott Taylor, Bill Wells, Jennifer Willen, Mike Wisherop

Comments from the Chair – Peter Seidl

Peter Seidl thanked SAC representatives for providing feedback on the proposed electrical safety requirements, and the Electrical Safety Committee for their efforts in responding to the comments.

EHS Pipeline – Mike Wisherop

We are in the final stretch of the electrical safety update. Many good comments were received. Management approval, editing, and posting come next.

The Work Planning and Control chapter is being edited. The editing process is in backlog. It will require Lab Director approval.

Construction Safety was expected to "go live" the week after the meeting.

The Fall Protection and Elevated Work Surface changes reflect current practices.

The draft Training Program changes are ready for user review and comment. Clarifications were made, and the requirements were aligned with Work Planning and Control. SAC has a voice in any new training requirements. The On-the-Job Training subgroup worked on the changes. (SAC Representatives: see Google Drive folder for the meeting for a copy of the proposed changes.)

The AED (defibrillator) policy has been signed and was expected to be posted the week after the meeting. The Traffic and Pedestrian Safety Program and Policy and the Crane Program changes have been posted recently. Green items in the summary chart below have changed since the last meeting.

Revision Type	Documents	Program/Policy	Significance	Status
Electrical Safety Program - Major Revision	RPM, ESH Manual	Electrical Safety Program	A	Final user reviews; continued communications to impacted groups. Next: Lab Director approval, editing, and posting.
Work Planning and Control	RPM, ESH Manual	Work Authorizations	A	With editing; well communicated via WPC rollout. Next: Lab Director approval, posting.
Construction Safety – Major Revision	ESH Manual	Construction Safety Program	C	Final edits, and posting. Well communicated to Facilities Division.
Fall Protection Program – Major Revision	ESH Manual	Fall Protection Program	C	With editing. Changes reflect current practice. SME works closely with users.

Elevated work surfaces – Major Revision	ESH Manual	Elevated Work Surfaces Program	C	With editing. Changes reflect current practice. SME works closely with users.
Training Program - Revisions	RPM, ESH Manual	ESH Training Program/Policy	D	To begin user review. SAC R&Rs (not new).
Pressure Safety and Cryogenics Program – Major Revision	ESH Manual	Pressure Safety and Cryogenics Program	C	Working group finalizing changes to document; process flow diagram.
Laser Safety Program -- Major Revision	ESH Manual	Laser Safety Program	TBD (C)	Laser safety committee has provided input and recommendations; SME is drafting.
Change to Radiation Safety Program – Conversion to Rad Con Manual format and addition of new requirements fro DOE O 458.1 CH. 2	RPM/ESH Manual /Rad Con Manual	Radiation Safety, Environmental Radiation	D	RPG is working with the RSC on requirements, language and format of Rad Con manual. 7 Policies posted in RPM.

Integrated by Design/Operations Project Management – Michelle Flynn

The purposes of the Integrated by Design/Operations Project Management pilot are to:

- Identify processes that are cross-divisional or cross-functional;
- Improve management of mid-size Operations projects;
- Develop a project prioritization process; and
- Break down “silos” to develop effective working relationships.

The initiative will apply project management principles to cross-divisional projects to provide more efficient and uniform service delivery. Three safety-related processes have been identified for improvement: compressed gas management, off-site safety and services, and safety and mission critical alarm systems.

Compressed gas management was identified from a Lab/Division self-assessment. Problem statement: *LBNL's decentralized approach to compressed gas management increases the potential for inefficiency, non-compliance and injury. An FY14 internal independent assessment of the compressed gas safety program and 6 FY14 division self-assessments of compressed gas safety identified opportunities for improvement in all stages of the compressed gas life-cycle at LBNL:*

- *Gas Safety Program*
- *Gas Procurement*
- *Gas Delivery/Receipt*
- *Work Planning and Authorization*
- *Training*
- *System Set Up, Storage and Inventory*
- *Cylinder Removal and Disposal*

The deliverables will include a compressed gas lifecycle map, revisions to EHS Manual Chapter 13 Gas Safety, revisions to EHS0171, evaluation of outdoor storage areas, and promoting awareness of the gas cylinder handling video, including attaching it to the Work Planning and Control hazards information. There was a comment that replacing old cylinder carts is also an issue needing attention. Cylinder carts are usually a shared resource and no one has "ownership" of them.

Off-site and services was also identified from a Lab/Division self-assessment. Problem statement: *The Lab's policies/procedures/processes for performing work and receiving Operations' services at off-site locations (leased facilities, field sites, home, travel) are incomplete, unclear, and decentralized. This condition results in staff's concern for safety and uncertainty about services available.* The working group is focusing on ergonomics (improving Remedy Interactive and telecommuting agreements, use of mobile devices, resources and training), driving and travel, emergency response, personal safety and security (for training provided by Protective Services, see http://hosting.epresence.tv/LBL/1/Watch/507.aspx), and integrating fieldwork hazards and controls into Work Planning and Control. The project also includes development of Unified Services Delivery (see below) content for off-site work.

Operations and Information Technology are working together to develop Unified Services Portals as "one-stop shop" websites where a person can obtain information and request services in a general category. The Moves Portal, a site for people responsible for planning moves, is one example. It will be tested in a soft launch phase for the General Purpose Laboratory (GPL) moves. Human Resources is the first Operations area to go live, sometime in the coming few weeks. The Unified Service Portal will address the life cycle for compressed gas

management. A working group is being formed. People who want to volunteer or suggest possible participants should contact Michelle Flynn.

The safety and mission-critical alarms project addresses cases of inefficient and ineffective alarms response. Problem statement: *Installation, monitoring, maintenance and response processes for LBNL's personal safety and equipment protection alarms are insufficiently documented and, in some cases, non-compliant with external and/or internal requirements. This condition results in inefficient systems operation and recurring instances of inefficient and/or ineffective safety and mission-critical equipment alarm response.*

Electrical Safety – Henrik von der Lippe

Henrik von der Lippe thanked SAC representatives for mobilizing their Divisions to provide feedback on the proposed requirements. Under the hierarchy of controls, our preferred choice is to eliminate hazards where possible. The Division feedback process helped build awareness of the electrical safety program and electrical hazards. Over 90 comments have been received and are being processed. The draft Electrical Safety Manual and ESH Manual Chapter 8 are being revised in response to the comments. Most of the feedback has been about Qualified Electrical Worker requirements, defining electrical work and understanding hazards, and concerns about the cost and implementation rollout process. Divisions focused on identifying work in the "grey zone" that will require further discussion with a knowledgeable person to determine the hazards and requirements. The Electrical Safety Committee has been clarifying definitions.

The rollout process will move forward in steps:

- By March 13, the Electrical Safety Committee will ratify a Development Release, which will be provided to SAC for final review and comments;
- By March 26, the final draft should be approved by EHS and sent to the Lab Directorate for review/approval;
- April 1, the Electrical Safety Advisory Board will meet and there will be a presentation by the Electrical Safety Committee and Safety Advisory Committee Chairs. The ESAB is a decision-making board chaired by Glenn Kubiak. It was formed in response to the need to strengthen the Authority Having Jurisdiction program.
- Divisions and SAC Representatives should be actively communicating the requirements, using the development version. Divisions should also appoint Electrical Safety Officers or Advocates.
- By June 30, we hope to have compliance tools and training in place for QEW levels 2 and 3. We also hope to have the hazard and control descriptions available in Work Planning and Control.

- There will be a 12-month period from the time the final requirements are adopted to complete training and come into full compliance with the new requirements.

There were comments that some of the “grey areas” could have major impacts for some Divisions, who are anxious to know where the lines will be drawn. For example, there are questions about work procedures for vacuum systems and rules for vendors.

The meeting was adjourned at 2:30 PM
Respectfully submitted, Patricia M. Thomas, SAC Secretary